

CHAPTER 40



HOSPITAL CORPSMAN (HM)

NAVPERS 18068-40D
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HOSPITAL CORPSMAN (HM)
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NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

HOSPITAL CORPSMAN (HM)



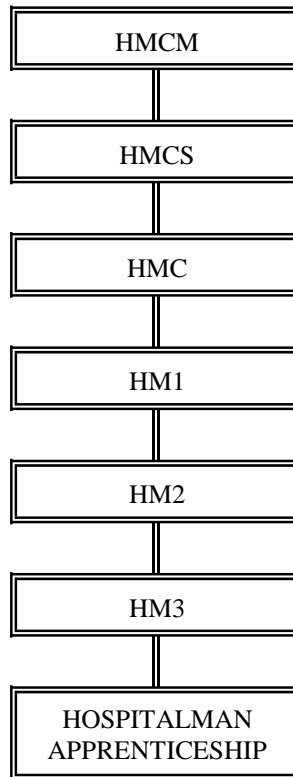
SCOPE OF RATING

Hospital Corpsmen (HM) assist in the prevention and treatment of disease and injury using first aid and preventive medicine procedures; assist in the prevention and treatment of dental diseases and disabilities; assist with physical examinations; provide patient care and assist in the administration of medicinal and parenteral solutions; perform general laboratory, pharmacy, and other patient support services; assist in the administrative supply and accounting procedures within medical departments ashore, afloat, and with the Marine Corps; instruct medical and non-medical personnel in first aid, self-aid, personal hygiene, and medical records maintenance; assist in the transportation of the sick and injured; and provide assistance in the maintenance of environmental and occupational health standards and in Chemical, Biological, Radiological and Nuclear Explosive (CBRNE) casualties and other contingencies. Senior hospital corpsmen perform supervisory, technical, planning, and management functions in support of medical readiness and quality healthcare delivery. In addition to their general assignments, hospital corpsmen trained as technicians perform specialized functions within the operational forces, clinical specialties, and administrative departments and may be assigned independent of a medical officer.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 40.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title**Hospital Corpsman Basic****Job Code****001255****Job Family**

Healthcare Support

NOC

TBD

Short Title (30 Characters)

HOSPITAL CORPSMAN BASIC

Short Title (10 Characters)

HOS CORP B

Pay Plan

Enlisted

Career Field

HM

Other Relationships and Rules

None

Job Description

Hospital Corpsmen, Basic personnel function as clinical or specialty technicians, administrative personnel, and healthcare providers, assisting health care professionals in providing medical care to Navy and Marine Corps personnel of the operational forces, shore activities, and other beneficiaries; assist in the prevention and treatment of disease and injury; and serve as battlefield corpsmen with Marine Corps and Naval Construction Forces, rendering emergency medical treatment to include initial treatment in a combat environment.

DoD Relationship**Group Title**Medical Care and
Treatment, General**DoD Code**

130000

O*NET Relationship**Occupation Title**Nursing Aides, Orderlies, and
Attendants**SOC Code**

31-1012.00

Job Family

Healthcare Support

Skills*Critical Thinking**Management of Material Resources**Judgment and Decision Making**Complex Problem Solving**Operations Analysis**Service Orientation**Operation and Control**Writing**Speaking**Coordination***Abilities***Information Ordering**Inductive Reasoning**Deductive Reasoning**Manual Dexterity**Oral Expression**Written Expression**Problem Sensitivity**Written Comprehension**Finger Dexterity**Category Flexibility***ANCILLARY SERVICES****Paygrade****Task****Task Statements**

E4

CORE

Advise medical or dental facilities of appointment requirements

E5

CORE

Inspect advanced medical equipment

E4

CORE

Perform basic laboratory diagnostic tests

E4

CORE

Remove sutures and temporary fillings

EMERGENCY AND FIELD TREATMENT**Paygrade****Task****Task Statements**

E4

CORE

Assess burns according to rule of nines

E4

CORE

Assess for dental emergencies

E4

CORE

Assess proper placement of tourniquet

E5

CORE

De-escalate unstable patients

E5

CORE

Direct personnel in triage procedures

E5

CORE

Identify drug interactions in patients

E4

CORE

Identify patients by triage groups

E5

CORE

Instruct medical personnel on triage procedures

E4

CORE

Manage Battalion Aid Stations (BAS)

E4

CORE

Manage Battle Dressing Stations (BDS)

E4

CORE

Treat Chemical, Biological, Radiological, and Nuclear Explosive (CBRNE) contaminated patients

PATIENT CARE

<u>Paygrade</u>	<u>Task</u>	<u>Task Statements</u>
E4	CORE	Administer endotracheal medications
E4	CORE	Administer nasal medications
E4	CORE	Administer oral medications
E4	CORE	Administer topical medications
E4	CORE	Apply patient restraints
E4	CORE	Assess for Gastrointestinal (GI) symptoms
E4	CORE	Assess for drug contraindications
E4	CORE	Assess intradermal skin tests
E4	CORE	Assist healthcare providers with treatment of patients
E4	CORE	Assist in treatment of post-operative pain
E4	CORE	Assist patients utilizing ambulatory devices
E4	CORE	Assist with physical exams
E4	CORE	Close lacerations with sutures
E4	CORE	Develop treatment plans with medical providers' assistance
E4	CORE	Examine wounds for infection or healing signs
E4	CORE	Insert gastric and nasogastric tubes
E4	CORE	Mediate problems between health services personnel, chains of command and patients
E4	CORE	Monitor patients' vital signs
E4	CORE	Obtain blood specimens
E4	CORE	Operate suction equipment
E4	CORE	Perform telephone consults
E4	CORE	Prepare patients for surgery
E4	CORE	Provide quality customer service
E4	CORE	Remove artificial airways
E4	CORE	Remove gastric and nasogastric tubes
E4	CORE	Remove restraints from patients
E5	CORE	Review lab results
E4	CORE	Screen patients prior to provider examinations
E4	CORE	Set-up humidifiers or vaporizers
E4	CORE	Set-up oxygen equipment
E4	CORE	Set-up suction equipment
E4	CORE	Treat non-emergent oral conditions
E4	CORE	Treat patient wounds
E4	CORE	Treat soft tissue injuries
E4	CORE	Treat surgical or traumatic wounds

PREVENTIVE OCCUPATIONAL MEDICINE

<u>Paygrade</u>	<u>Task</u>	<u>Task Statements</u>
E4	CORE	Clean treatment rooms and equipment
E5	CORE	Conduct habitability inspections
E4	CORE	Conduct preliminary interviews of personnel exposed to communicable diseases
E4	CORE	Conduct preliminary investigations of food borne illnesses
E4	CORE	Dispose of expired items
E4	CORE	Dispose of hazardous medical waste
E4	CORE	Inspect Food Service Attendants (FSA) for personal hygiene
E4	CORE	Inspect Food Service Attendants (FSA) for proper food handling procedures
E4	CORE	Inspect food storage and service areas
E5	CORE	Inspect messing and food service facilities
E4	CORE	Issue hearing protection devices
E4	CORE	Maintain universal precautions
E5	CORE	Manage biomedical waste programs
E4	CORE	Measure hearing acuity
E4	CORE	Monitor sterilization procedures
E4	CORE	Organize medical workspace areas to prevent injuries
E4	CORE	Organize sterile fields
E4	CORE	Package biomedical waste
E5	CORE	Perform health and comfort inspections
E4	CORE	Perform heat stress monitoring procedures
E4	CORE	Perform medical workspace safety assessments
E4	CORE	Perform non-surgical universal precautions
E4	CORE	Perform pest control inspections
E4	CORE	Perform surgical universal precautions
E4	CORE	Prepare heat casualty reports
E4	CORE	Process biomedical hazardous waste
E4	CORE	Report sharp instrument sticks
E6	CORE	Review disease alert reports
E5	CORE	Review heat casualty reports
E4	CORE	Sort biomedical waste
E4	CORE	Test water for bacteria
E4	CORE	Test water for halogen residuals
E4	CORE	Tie surgical gowns on surgical team members

TRAINING, ADMINISTRATION, AND LOGISTICS

<u>Paygrade</u>	<u>Task</u>	<u>Task Statements</u>
E4	CORE	Administer Privacy Act Statements
E6	CORE	Advise active and family member clients on healthcare program Primary Care Manager (PCM) selection procedures
E6	CORE	Advise patients on procedures for choosing a primary care manager
E7	CORE	Advise staff and patients on ethical issues
E7	CORE	Advise staff and patients on medico-legal issues
E4	CORE	Analyze Dental Common Access System (DENCAS) data
E4	CORE	Archive medical and dental records
E5	CORE	Assess medical training needs for personnel
E4	CORE	Assign patient care work to providers
E7	CORE	Assist in coordination of joint medical operational plans
E4	CORE	Assist in drafting command medical readiness plans
E4	CORE	Assist in drafting joint medical operational plans
E4	CORE	Assist in monitoring joint medical operational plans
E4	CORE	Assist with the development of treatment plans
E4	CORE	Calculate medication dosages
E4	CORE	Comply with Health Insurance Portability and Accountability Act (HIPAA) requirements
E4	CORE	Comply with Joint Commission on Accreditation of Healthcare Organization (JCAHO) standards
E4	CORE	Comply with Medical Inspector General (MED IG) standards
E6	CORE	Conduct health benefits counseling
E5	CORE	Conduct health promotions education
E7	CORE	Coordinate health service support elements and capabilities
E5	CORE	Coordinate medical evacuations
E7	CORE	Coordinate medical organization performance improvement programs
E5	CORE	Develop medical and dental training programs
E4	CORE	Document intradermal skin test results
E6	CORE	Evaluate command Quality Assurance (QA) programs for patient safety
E4	CORE	Evaluate medical training needs for the crew
E4	CORE	Examine laboratory specimen labels
E4	CORE	Execute joint medical operational plans
E4	CORE	Explain Dental Common Access System (DENCAS) and database programs
E5	CORE	Implement medical training for personnel
E4	CORE	Inspect antidote lockers
E4	CORE	Inspect Battle Dressing Stations (BDS)
E4	CORE	Inspect medical and dental equipment

E4	CORE	Inventory antidote lockers
E6	CORE	Inventory controlled substances
E4	CORE	Maintain departmental training jackets
E4	CORE	Maintain professional certifications
E4	CORE	Maintain professional development
E4	CORE	Maintain service contracts for medical equipment
E6	CORE	Manage key control programs
E4	CORE	Manage linen supplies
E4	CORE	Manage medical and dental records
E4	CORE	Manage medical and dental supplies
E5	CORE	Manage medical readiness reporting systems
E4	CORE	Manage personnel medical readiness status
E4	CORE	Manage staff and patient recall rosters
E4	CORE	Perform language translation
E5	CORE	Prepare Accident and Injury (A & I) reports
E4	CORE	Prepare decedent affairs forms
E6	CORE	Prepare health services augmentation program requests
E4	CORE	Prepare medical reports
E4	CORE	Prepare medication cards
E4	CORE	Prepare monthly morbidity reports
E4	CORE	Prepare patient profiles
E4	CORE	Process consultation forms
E4	CORE	Provide data for birth certificates
E4	CORE	Provide data for death certificates
E4	CORE	Retrieve patient data
E5	CORE	Review Accident and Injury (A & I) reports
E7	CORE	Review decedent affairs message traffic
E6	CORE	Review medical documents for standards compliance
E6	CORE	Review monthly morbidity reports
E4	CORE	Review patient records
E4	CORE	Stock ambulance with supplies
E4	CORE	Stock supplies according to Authorized Medical Allowance Lists (AMAL)
E4	CORE	Store medical and dental supplies
E4	CORE	Translate medical terminology for patients
E4	CORE	Update medical and dental records
E4	CORE	Verify medical and dental records
E4	CORE	Write laboratory requests